

REQUEST FOR PROPOSALS

FOR THE

**New Central Library Market Café
(710 West Cesar Chavez Street)**

IN AUSTIN, TRAVIS COUNTY, TEXAS

OFFERED FOR LEASE BY THE CITY OF AUSTIN

RFP TITLE: CENTRAL LIBRARY MARKET CAFÉ

**ADDENDUM #1,
DECEMBER 13, 2013**

FOR MORE INFORMATION VISIT:

<http://www.austintexas.gov/realestate>

I. Clarification and Additional Instructions to Proposers

Regarding the Central Library Market Café Request For Proposals (“RFP”):

The City of Austin (“**Lessor**”) requests of all restaurateurs responding to the RFP (“**Proposers**”) various information regarding the financial capacity and capability of Proposers to lease and operate the Market Café and Catering Service. Please refer to Submittal Requirements #5, 12, and 13 (Pages 13-15) and Proposer Submittal Checklist (“Demonstration of Financial and Restaurant Capability”, Page 18) in the RFP.

In addition to all requirements specified in the RFP document, the Lessor hereby **requires** of all Proposers in their submittal:

1. An expected financing structure for the project, showing the assumed project cost, debt financing and equity financing.
2. A statement of commitment or interest to provide debt financing from a lending institution, including an estimate of the amount of such debt.
3. A statement of commitment or interest to provide equity financing from an investor, including an estimate of the amount of such equity as well as an indication of the resources from which such equity would be drawn (e.g., corporate balance sheets).
4. A statement regarding pre-existing, available lines of credit or other resources from which the developer could draw to fund portions of the project.
5. Financial statements (balance sheets, income statements, etc.) of the parent organizations and/or personal financial statements from principals in the development team, including the value of liquid assets, debts/liabilities, etc.

The above information shall be provided by Proposer, and stated in that order, as part of the section “Demonstration of Financial and Restaurant Management Capability” required in the Proposer Submittal Checklist (RFP document, Page 18). This information shall be provided in this section of the submittal before (**and in addition to**) the other items required for inclusion:

- Your organization’s last two annual reports (or audited financial statements)
- A listing of any non-performing loans or loan defaults in the past five years.

Please note that provision of all the above information is an important requirement and the Lessor will hold financial information of all firms in the strictest of confidence during the period between proposal submission and completion of the award to a restaurateur by the City Council, in accordance with the Public Information Act. The Seller recognizes that under certain circumstances, this financial information could be construed as proprietary and sensitive. Therefore, the Seller will treat this entire portion of the submission as a confidential document, to the extent that this information is not already public and to the extent allowed by law. As such, this portion of the submission should be stamped

“Confidential” on each page, and should be submitted in a separate sealed envelope attached to the RFP submission.

If any provision is noted as being confidential, and a request is made for that information, the City of Austin will tender the request to the Attorney General for resolution. Lessor will notify the Proposer of the request and the Proposer must defend the exception from disclosure to the Attorney General at the Proposer’s expense. All responses under the Public Information Act are due within ten (10) business days after receipt of the request for information by the COA/APL.

Please note that another, third item named in the RFP for inclusion under “Demonstration of Financial and Restaurant Capability” (Page 18; also see Page 13):

- Copies of all health department inspections for each facility identified in your submittal for the period of 1/1/2011 through the date of submission of your proposal.

is **not** considered confidential financial information and thus shall **not** be included in this separate “Confidential” envelope. Please include this health inspection information as part of the primary bound proposal document, placed in the sequence in the proposal identified on Page 18 of the RFP (“Proposer Submittal Checklist”).

II. Questions

Questions posed in reference to the Central Library Market Café RFP must be in submitted in writing to realestate@austintexas.gov and will be answered in writing on the Lessor’s website (www.austintexas.gov/realestate). Mashell Smith, Property Agent, City of Austin, is the **sole authorized point of contact** for inquiries regarding this RFP.

See below for the only question received by the Lessor as of December 13, 2013.

Received December 5, 2013:

Q: Who is on the Evaluation Panel (selection committee) that will review and score the proposals? (Refer to pages 16 and 21 of the RFP document.)

A: To maintain the integrity of the selection process, the City of Austin’s standard policy on leasing and sales RFPs is not to disclose the names (or other information) of reviewers on the RFP selection committee.

III. For More Information

For more information, please refer to the Request For Proposals document and all posted addenda at www.austintexas.gov/realestate. By submitting a proposal, the Proposer

acknowledges that the Proposer is relying on the Proposer's own examination of the RFP and addenda, and that of Proposer's employees, agents, representatives, and consultants.